



JOB TITLE: TREE CONSULTANT (part-time)

RESPONSIBLE TO: PRINCIPAL BUILDING SURVEYOR and
ASSISTANT ESTATE SURVEYOR

We are looking for a part-time professional tree consultant to oversee and manage the maintenance of trees on The Dulwich Estate.

The Estate has a vast array of ancient trees, creating a green haven in an otherwise built-up area of London.

The applicant will work with resident associations to oversee tree surgery and maintenance, in order to preserve the existing natural landscape.

Duties include:

Regularly inspecting the Estate's trees on both its own and leased property identifying the need for routine tree maintenance;

Responsibility for the raising of orders for minor tree works monitoring the works and approving invoices on completion;

Obtaining estimates, analysing tenders and preparing tender reports;

The administration and monitoring of works in progress and certifying payments to contractors;

Assisting with insurance claims and where appropriate, liaising with loss adjustors/claims managers;

Ensuring that there is a close liaison with colleagues in the Estates and Building Surveying departments

Producing comprehensive digital records of all trees owned and maintained by the Estate using our tree software package.

To carry out other duties reasonably required at the request of the Principal Building Surveyor or Assistant Estate Surveyor.

To apply, please send a CV and short cover letter of no more than 350 words outlining your suitability for the role to:

Tree consultant application

info@thedulwichestate.org.uk

The deadline for application is 30 October, 2020.

Successful candidates will be contacted within a week of the closing date and invited for interview. Sorry we cannot respond to all applicants.